

CITY OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 47 FOR 2021



December 3, 2021

To Mayor Keller and Members of the City Council:

UPCOMING MEETINGS

To obtain City Department or City Boards and Commissions meeting information, please visit <https://www.hagerstownmd.org/27/Government>. We encourage you visit our website at <https://www.hagerstownmd.org> for all City-related updates. Other inquiries may be made by visiting the City Resident 311 page at <https://www.hagerstownmd.org/841/Services>.

<h2 style="margin: 0;">DECEMBER 2021</h2> <p style="margin: 0; font-size: small;">For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at http://www.hagerstownmd.org/calendar.aspx</p>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 2:30pm Executive Session 4pm Work Session	8 7pm Hagerstown Planning Commission Meeting	9 4pm Board of Traffic & Parking Meeting 4:30pm Hagerstown Historic District Commission Meeting	10	11
12	13	14 9am-1pm ARPA Discussion 4pm Special Session & Work Session	15 7pm Board of Zoning Appeals Meeting	16	17	18
19	20	21 7pm Regular Session	22	23	24 HOLIDAY City Offices Closed	25
26	27 HOLIDAY City Offices Closed	28 No M&C Meeting	29	30	31 HOLIDAY City Offices Closed	

COMMUNICATIONS

This Week's Headlines & Media Releases:

- Upgraded Tech Helps Washington County 911 Better Pinpoint Callers
- Donations Needed: Toys for Tots Copes with Pandemic for Second Year
- Gift Ideas at Small Businesses Can Include Experiences
- Public to Get Say on Planned Hagerstown Indoor Sports Facility
- City Aims to Find New Farmers Market Site as Brewery Plans Advance
- Washington County COVID Cases Up 11.9%
- Press Release: FY23 Sponsorship Applications
- Traffic Advisory: Gingerbread Dash

This Week's Video Projects

- "Drive Through City Park for the Holidays" spot production
- Girls' Softball Video final post production

Channel 25 Hub City Now Programming:

- Mayor & Council Meeting
- "Council WRap"
- "Municipal Government Works Month" Video
- "Building City Park" 100th Anniversary Video Series Part 6
- First Hose Company of Hagerstown Museum Video Series
- "State of the City" Presentation
- "Council WRap" Promo
- Hagerstown Greens at Hamilton Run :30 spot
- "Hub-Bub" Video Podcast
- Stormwater Program Informational Video
- MTA Commuter Connection

City Website:

- www.hagerstownmd.org attracted 9,443 user visits for the week of November 22-28, 2021.

- The most popular top entrances (the first page users accessed on the website):

• Home Page	1,907
• Utility Billing Page	1,240
• Collection-Schedules-Zones Page	358
• Police Page	279
• City Park Lighting Page	262
• Electric Division Page	255
• Downtown Events Page	157
• Bids Page	133
• Firefighters Page	99
• Parks & Recreation Page	94

- Top Searches:

- "When should I set out trash/recycling/yard waste for collection?"
- Power outage"
- "Jobs"
- "Pay my bill"
- "True"

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

Events:

The City of Hagerstown announces that the sponsorship application for events taking place between July 1, 2022 and June 30, 2023 is now available. Criteria for selection include the organization's demonstrated needs, the potential of the event to improve the quality of life for Hagerstown residents, the potential for the event to bring people down, the organization's capacity for promoting the event, and the economic impact of the event and the opportunity it provides downtown business. Requests should be submitted by December 16 2021.

Economic Development:

- Staff attended the Washington County Chamber of Commerce Board Meeting on Thursday, December 2nd, on which staff serve in an ex-officio role.
- On November 30th, the Hogan Administration awarded six projects across the state with \$9 million in Historic Revitalization Tax Credits. Two of the projects are in Downtown Hagerstown.

- The Updegraff Building: The Updegraff Building, located at 53 West Washington Street, is owned by Blackthorn Capital Partners, LP, and are seeking to redevelop the property into mixed-use with retail tenants on the first floor, and a total of 21 market rate residential units on the 2nd, 3rd, and 4th floors.
- The Holly Project: The Holly Project, located at 72 West Washington Street, is owned by Gideon Properties and is also seeing a significant restoration and upgrade, with the redevelopment of the property into 46 modern apartments with luxury amenities.

ENGINEERING

1. **Hagerstown Field House.** A public meeting with a presentation by ESMI was held this week at City Hall to obtain feedback from the community on how they may use the proposed facility.
2. **Market Walk.** Built in the 1980's, the walk from Franklin Street to the Market is being renovated as part of the UIP contract. Work includes repairs to damaged walls, steps and pavers. Two additional tree pits were created.



3. **ACWA.** The Antietam Conococheague Watershed Alliance is planting trees in the community on Saturday on South Street, Memorial Boulevard and Bryan Place.
4. **Engineering Statistics**

Description	Week of 11/29/21	Calendar Year 2021 TOTALS
Traffic complaints received	13	240
Work Orders completed	11	189
Traffic counts completed	0	31
Construction Projects		
Description	Week of 11/29/21	Calendar Year 2021 TOTALS
Projects advertised for bids	1	4
RFP's Advertised	1	17
Projects under construction	9	12
Projects completed	1	4

PLANNING & CODE ADMINISTRATION

Historic District Commission:

HDC 2021-41: 923 Oak Hill Avenue –Caitlin Muhlbach- Fence Installation

Board of Zoning Appeals: No current cases

Zoning Verification Letters: WCPS Tech High

New Development Cases:

- SA 2021-05: Hagerstown Police Department - 50 North Burhans Boulevard – Minor Site Plan for New Accessory Building
- SA 2021-06: SHHS 1101 South Potomac Street – Minor Site Plan for Cafeteria Addition
- SA 2021-07: R & M 786 – 890 Pennsylvania Avenue - Minor Site Plan for Auto Service & Proposed Auto Sales
- SA 2021-08: UGO Property Mgmt. – 115 West Washington Street – Minor Site Plan for Parking Lot
- S-2021 16: Hagerstown Light Dept – 548 Eastern Boulevard - Final Plat to create one lot for a substation
- S-2021-17: Vasilios & Evangalia Nasios - 914 & 916 Hamilton Boulevard - Minor Subdivision
- ZS 2021-13 WC Tech High School -1321 South Potomac Street - Renovation & Addition –Diesel Repair - Full Site Plan

Planning Commission: The following items are on the agenda for the Commission's last meeting of the year, scheduled for December 8:

- Public review meeting for 2021 Land Management Code Text Amendments (ZT-2021-03).
- Public review meeting for proposed amendment to transportation section of the Comp. Plan.
- Final Plat – Land exchange between Board of County Commissioners and Board of Education at the Technical High School and Doub's Woods Park (West Oak Ridge Drive) S-2021-14.
- Final Plat – City of Hagerstown – Lot For Substation (548 Eastern Boulevard) S-2021-16.
- Final Plat – City of Hagerstown and Columbia Gas – Lot for Proposed Firehouse (441 South Potomac Street) S-2021-11.
- Minor Site Plan and Design Waivers – Ugo Development – Parking Lot (115 West Washington Street) SA-2021-08.
- Final Plat – Richmond American Homes – Hagers Crossing, Phase 2-B-8 (last phase), (Fallen Timbers Circle) S-2021-09.

POLICE DEPARTMENT

STATS

Calls for Service:	1253	Field Interviews:	4
Arrests/Warrants Served:	17	Moving Violations:	12
Domestic Violence Calls:	18	Safety Repair Orders:	2
DUI Arrests:	0	Warnings:	43
Reports Filed:	100		

Co-Officers of the Month for October 2021: Officer Tyler Nichols and Officer Brandon Decker have been selected as Co-Officers of the Month for October 2021. Officer Nichols has been employed by the City of Hagerstown for two years and Officer Brandon Decker has been employed for one year. Both are currently assigned to the Patrol Division.

In October 2021, officers responded to a shooting. Officers located one shooting victim and began administering first aid. Officer Nichols, who was in the area of the first victim, was advised of another possible victim just up the street. Officer Nichols ran to the second location and located another victim who was bleeding profusely from a gunshot wound to the upper thigh. Recognizing the severity of the injury, Officer Nichols quickly applied a tourniquet to the victim's leg. Officer Brandon Decker arrived shortly afterwards and placed a second tourniquet above the first one and applied direct pressure to the wound in an effort to further stop the bleeding. Ambulance personnel arrived and took over medical care of the victim and transported him to the hospital for surgery. Medical professionals at the hospital estimated that the victim would have only had minutes to live had Officer Nichols and Officer Decker not provided the immediate medical aid that they did.

Based on their quick application of emergency medical techniques and lifesaving efforts, Officer Tyler Nichols and Officer Brandon Decker were chosen as Co-Officers of the Month for October 2021. The Hagerstown Police Department is proud to have dedicated officers such as Officer Nichols and Officer B. Decker as some of its own and congratulates them for a job well done.

Happy Retirement! On Tuesday, HPD was honored to celebrate Pam Keefauver on her last day at HPD. Pam was with the Department for 21 years, the last 11 years as the Administrative Assistant to the Patrol Division. We congratulate Pam on a successful career and wish her well in retirement.

Welcome: Karen Summers joined HPD effective November 29 as Administrative Assistant to the Patrol Division. We wish Karen well in her new position.

PUBLIC WORKS

PUBLIC WORKS

CHART NO. 1 – GENERAL PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	167	167
	University District Deck	283	281
Number of Student Permits	Central, Market, Rochester Lots	87	85
Number of Patrons Using Decks	A & E Deck	914	1,922
	University District Deck	766	1,350
Number of Citations Issued	(Includes Warnings)	157	181
Late Payment Notifications		10	8
Peak Occupancy (%)	A & E Deck	79% Mo @ 6 PM	*N/A
Peak Occupancy (%)	University District Deck	42% Mo @ 2 PM	45% Tues @ Noon Tues @ 2 PM

*NOTE: Due to a computer glitch at the deck no data was available.

CHART NO. 2 – A&E PARKING DECK WEEKLY OCCUPANCY

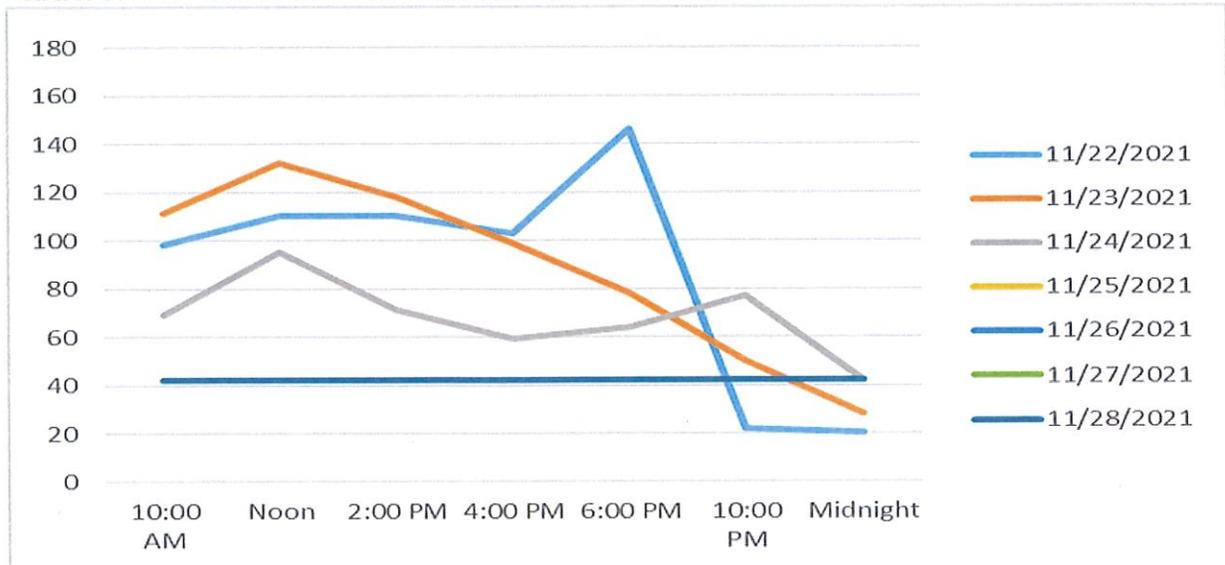
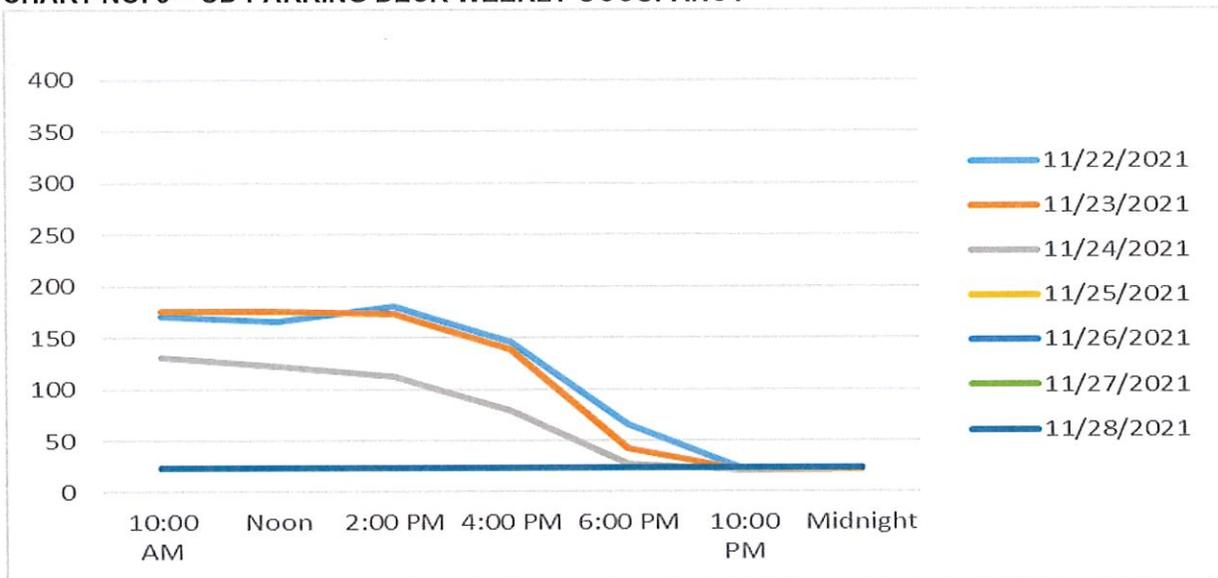


CHART NO. 3 – UD PARKING DECK WEEKLY OCCUPANCY



CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Engineering	0	0
Fire	0	0
Light	3	2
Parks & Recreation	0	1
Planning & Code	0	2
Police	5	2
Public Works	4	4
Wastewater	2	2
Water	3	3
Human Resources	0	0
Weekly Totals	17	16
Yearly Total	903	886

PARKS AND RECREATION

Fit Room. The Fit Room Report is attached with upcoming classes and rentals in December. A tentative Fit Room reservation is on hold for Saturday, December 4th from 1-6 p.m. but has not made final payment.

Outdoor Programs. No outdoor programs this weekend.

Recreation Events – City Park Lighting. On Friday, December 3rd, the annual 2021 City Park Lighting will begin with a Virtual Live Stream program at 6:30 p.m. and feature special holiday performances from local groups and holiday greetings from the Hager House, Museum of Fine Arts, and others. At 7 p.m., join Mayor Emily Keller, Santa Claus, and a few other friends, as the City of Hagerstown lights up City Park for the 2021 season! The Virtual Lighting of City Park on December 3 will be live on the City of Hagerstown Facebook page, Hagerstown Parks & Recreation Facebook page and Live 96.7 Social Streams. Sponsored by Fulton Bank and T-Mobile.

Celebrate All Month Long! Beginning December 3rd at 7 p.m., through January 2, drive through City Park to capture the spectacular music and light show by tuning into 90.3FM from 5 p.m.-11 p.m.

Virtual Programs

Bellydance (Hybrid)	Mondays	7:15-8:30 p.m.
Dance Fitness	Mondays	6-7 p.m.
Yoga to Relax & Renew	Tuesdays	6-7 p.m.
Strength Training	Thursdays	6-7 p.m.

Golf Course. The Golf Course continues to be open seven days a week from 9 a.m. to 5 p.m.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

Service Calls

- Thur. 11/25 - 734 West Franklin Street. Total outage; squirrel caused transformer fuse to operate. Time Out: 9.3-10.1
- 746 Spruce Street. Total outage; squirrel caused both a line and transformer fuses to operate. Time Out: 10.6-11.3
- Fri. 11/26 - 450 Sumans Avenue. Total outage; squirrel caused a transformer fuse to operate. Time Out: 8.3-9.7
- Area of Norway Avenue and James Street. Lines down; lines were fiber optic. Time Out: 11.6-12.0
- Various locations fed from Zayre’s substation. Total outages; large tree branch fell onto phase wires. Time Out: 14.0-15.7
- Sat. 11/27 - 210 North Locust Street. Pole damaged; vehicle struck utility pole #384 in a traffic accident. Time Out: 2.5-9.53
- Sun. 11/28 - Meridian Drive and Observatory Drive. Miss Utility locate; emergency locate for Columbia Gas. Time Out: 16.3-17.4
- Mon. 1/29 - Area of Forest Drive. Total outage; squirrel caused a transformer fuse to operate. Time Out: 5.6-6.6
- Tues. 11/30 - 1021 Fairview Road. Total outage; bird caused transformer fuse to operate. Time Out: 17.2-18.5

Distribution

- In coordination with the HLD Engineering Department, HLD crews performed various upgrades and improvements to our system. These improvements have a very positive effect on our reliability to our customers.
- Crews continue to perform make ready work across the system to provide adequate space on poles for fiber optic installation.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
22	1	3	0

Engineering

- Multiple permit reviews and service upgrade requests have been reviewed and/or completed by engineering staff. Staff performed underground locate requests across the system.
- Staff continues to support ongoing electrical construction projects throughout the HLD service territory.
- Engineering staff continued work with Milsoft on HLD’s Work Order Management System setup and training.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, November 24, 2021	5.25	0.00
Thursday, November 25, 2021	5.03	0.00
Friday, November 26, 2021	4.75	0.01
Saturday, November 27, 2021	4.76	0.00
Sunday, November 28, 2021	4.97	0.00
Monday, November 29, 2021	5.08	0.00
Tuesday, November 30, 2021	4.99	0.00
Weekly – Avg. Flow / Total Rainfall	4.98	0.01
Nov - Avg. Flow/Total Rainfall	5.29	1.12

Miscellaneous

- Purged heating units, repaired leaks and replaced faulty air vents.
- Continued working on winterizing plant equipment and exposed piping.
- Tested underground MagOx piping.
- Rebooted PLCs on UV system and performed troubleshooting of communication/discordance alarms.
- Routine MVP Plant Work orders & Corrective Work Orders.

Wastewater Collections

Collection System Maintenance Tasks

- Sewer backup, 1047 Corbett Street, problem on private property.
- Sewer backup, MH #18046, problem in main line.
- Sewer backup, 420 Brookline, problem in the main line.
- Sewer backup, 335 North Locust Street, problem on the private side.
- Grinder pump, 20112 Teakwood, met with homeowner’s electrician to go over what needed to be done to correct the voltage issues.
- Pump Station #26, installed block heater on generator.
- Collected flow data from Newgate meter.
- Repaired (10) issues found while smoke testing in District #30.
- General pump shop repair work.

Wastewater Division – Customer Call Log Summary 2021							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	8	1	0	0	0	1	10
YTD 2021	134	86	9	0	0	141	370

Engineering

- Review of Site Development and City Permit Drawings.
- Gathering information for service inquiries.
- Updating GIS databases completed with water projects.
- Ongoing Construction Inspection of ongoing water projects.

Lab

- Process and regulatory testing were routine for the week.
- Entered Data Quality Management numbers.
- Collected 4th Quarter Toxic Chemical Testing samples.
- Collected 4th Quarter Metals testing for Raw, Thickener, and Effluent.
- Collected monthly DI water samples for HPC, TOC, NH3 analysis.
- Completed analytical scale calibration and PM with American Scale.
- Exchanged DI water mixed-bed tanks with Culligan.
- Conferred with representative from Seal Analytical regarding Wet Chemistry Analyzer options.
- Set up visit with Frederick County to see their Seal analyzer in use.
- Lachat auto-dilutor equipment sent out for repair to Hach.
- Monthly (October) pretreatment surcharges completed.
- 2022 budget revision in progress.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
11/25/21	11.49		11.49
11/26/21	11.32		11.32
11/27/21	11.78		11.78
11/28/21	11.69		11.69
11/29/21	12.10		12.10
11/30/21	12.12		12.12
12/01/21	12.11		12.11
Average			11.80

Water Production at R. C. Willson & Pump Station Distribution

- Staff worked on facility maintenance and routine preventative maintenance.

Water Production at Breichner / Edgemont Reservoir. The Edgemont Reservoir pool elevation is currently at 2.60 feet. Site evaluation continues per the contract with Hazen and Triad. City staff and Hazen and Sawyer continue to work with MDE Dam Safety on the final Dam Evaluation Report, design criteria and project schedule.

Water Distribution

- Crews performed customer service work and new meter installations as needed.
- Crews continued replacement of residential meters throughout the water service area.
- Crews repaired a water main break on Emerald Drive.

Laboratory

- Process and regulatory testing were routine for the week.
- Bacteriological monitoring for November completed.
- Bacteriological monitoring for December is in progress.
- Collected one new service line sample for Bacti and Chlorine.
- Completed 4th quarter DBP report.
- Completed analytical scale calibration and PM with American Scale.
- 2022 budget revision is in progress.
- Assisted with two water sampler certification practicums at RC Willson Plant.
- Contacted by Fairway Labs to complete their MD water sampler certification practicum in the coming weeks.

Engineering

	<u>City</u>	<u>County</u>
Site Plans	1	-
Preliminary Plats	-	-
Grading Plan	-	-
Final Plat	1	-
Building Permits	13	-
Development Plan	-	-

- Construction inspection of ongoing projects
- Review of City permit and site plan drawings
- Review of County building permits
- Updating GIS mapping
- Concept design of upcoming capital improvement projects



Respectfully submitted,

A handwritten signature in blue ink that reads "Scott A. Nicewarner".

Scott A. Nicewarner
City Administrator

Fit Room at Fairgrounds Park at Fairgrounds Park

Monthly Calendar For December 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 5:30p-6:30p Mind & Body: Embody Yoga, New Student -- 7521	2 5:30p-6:30p Zumba #7570	3 7p-8:15p Aerial Fitness, Stretch #7504	4 9a-10a Zumba #7562 10:30a-11:30a Aerial Fitness, Tricks #7544
5 11a-12p Gymnastics for Kids #7528 1p-2:15p Aerial Fitness, Stretch #7567	6 5:30p-6:30p Mind & Body: Embody Yoga, New Student -- 7521 7:15p-8:30p Belly Dance Holiday Style #7471	7 10:30a-12p Square Dance Seniors #7609	8 5:30p-6:30p Mind & Body: Embody Yoga, New Student -- 7521	9 5:30p-6:30p Zumba #7570	10 7p-8:15p Aerial Fitness, Stretch #7505	11 9a-10a Zumba #7562 2p-6p Baby Shower
12 11a-12p Gymnastics for Kids #7528 1p-5p Square Dance #7489	13 5:30p-6:30p Embody Yoga, New Student #7519 7:15p-8:30p Belly Dance Holiday Style #7471	14 10:30a-12p Square Dance Seniors #7609	15 5:30p-6:30p Embody Yoga, New Student #7519	16 5:30p-6:30p Zumba #7570	17 7p-8:15p Aerial Fitness, Stretch #7506	18 9a-10a Zumba #7562 10:30a-11:30a Aerial Fitness, Tricks #7546
19 11a-12p Gymnastics for Kids #7528 1p-2:15p Aerial Fitness, Stretch #7569	20 5:30p-6:30p Embody Yoga, New Student #7519	21	22 5:30p-6:30p Embody Yoga, New Student #7519	23 5:30p-6:30p Zumba #7570	24	25
26 11a-12p Gymnastics for Kids #7529	27 5:30p-6:30p Embody Yoga, New Student #7519	28	29 5:30p-6:30p Embody Yoga, New Student #7519	30	31	